

**Christian Church (Disciples of Christ)
Refugee and Immigration Ministries
Disciples Home Missions**

Position Opening Announcement with full Job Description

Position Title: Immigration Legal Counsel
Job Location: Midwest USA preferred, with some flexibility
Salary: \$35,000
Status: ½ time position with no benefits

Send Resume to: Church World Service
Office of Human Resources – JR
P.O. Box 968
Elkhart, IN 46515
or fax to 574/266-0087
or e-mail to cwshr@churchworldservice.org

Deadline: Received by April 18, 2011 5:00 PM

Website for full job description:

<http://www.discipleshomemissions.org/pages/DHM-Positions>

Primary Purpose:

Provide legal advice, referrals and other immigration assistance to pastors, congregations, regions, institutions, and general ministries striving to assist persons with immigration problems.

Essential Duties:

- Chair a Disciples immigration team as a point of coordination on immigration legal issues for general ministries, regions and racial/ethnic ministries
- Specialize in responding to issues related to Religious Worker Visas (represent three or four pastors each year to stay abreast of Religious Worker Visa policy changes)
- Develop partnerships with other denominational immigration lawyers as appropriate
- Work in partnership with the Church World Service Immigration and Refugee Program (CWS/IRP) immigration lawyers
- Coordinate work with and provide legal assistance to the Director of RIM
- Manage the processes for continued support of this position from its various funding sources
- Other duties as assigned by DHM

Qualifications:

Education and Experience

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- Law degree and current standing with the appropriate state bar association
- Knowledge of current federal immigration law, experience in the field preferred
- Knowledge of (or ability to learn) Religious Worker Visa issues
- Bilingual in Spanish, preferred
- Flexibility for limited travel
- Commitment to working ecumenically
- Good problem-solving capabilities
- Good communication skills
- Good technology skills
- Comfortable working within a church organization
- Theological expertise, preferred

Other:

Knowledge of the Christian Church (Disciples of Christ), membership in a Disciples of Christ Church is preferred, but not required.

Statement on Equal Opportunity:

The Division of Homeland Ministries (DHM), dba Disciples Home Missions, is an Equal Employment Opportunity Organization and employment consideration is given to all persons regardless of race, color, religion, sex, sexual orientation, ethnic origin, age, or handicap. DHM is committed to be an anti racist pro reconciling general entity of the Christian Church (Disciples of Christ).